

June 8, 2016

**NEVADA DEPARTMENT OF EDUCATION
ADVISORY COUNCIL ON PARENTAL INVOLVEMENT AND FAMILY ENGAGEMENT
WEDNESDAY, JUNE 8, 2016**

Meeting Locations:

Office	Address	City	Meeting Room
Department of Education	9890 S. Maryland Pkwy	Las, Vegas	Board Room (2 nd Floor)
Department of Education	700 E. Fifth St	Carson City	Board Room

SUMMARY MINUTES OF THE REGULAR MEETING

(Video Conferenced)

MEMBERS PRESENT:

Denette Suddeth, Chair
Stavan Corbett
Sylvia Espinoza
Jennifer Hoy
Kelcey West
Stacie Wilke
Amanda Williams
Julie Williams

MEMBERS ABSENT:

Senator Patricia Farley
Billiejo Hogan
Assemblyman John Hambrick

DEPARTMENT STAFF PRESENT:

In Las Vegas:

Cynthia Santos, Education Programs Professional
Tricia Cook, Administrative Assistant

In Carson City:

None

LEGAL STAFF PRESENT:

None

AUDIENCE IN ATTENDANCE:

In Las Vegas:

Dr. Beverly Mathis, Early Learning, Literacy and Family Engagement
Marinna Cutler, Early Learning, Literacy and Family Engagement
Lynette Sawyer
Robin Kincaid, Educational Services Director

Carson City:

None

Agenda Item #1 – Call to Order:

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Meeting called to order at 9:26 am. Pledge of Allegiance recited. Roll call completed as reflected above. It was determined that quorum was met.

Agenda Item #2 – Public Comment #1:

No public comment in Las Vegas or Carson City.

Agenda Item #3 – Flexible Agenda Approval:

Motion: Member Corbett made a motion to approve a flexible agenda. Member Wilke seconded the motion. **Motion carried unanimously.**

Agenda Item #4 – Public Education Foundation Presentation:

A presentation ([Item 6](#)) was given on the Public Education Foundation's (PEF) Family Learning Program by Dr. Beverly Mathis, Vice President of Early Learning, Literacy and Family Engagement and Marina Cutler, Director of Early Learning and Program Development.

The program consists of four main pieces: Parent workshops, Parent and Child Together Time (PACT), Family Service Learning and Family Mentoring. The program also offers English Language Classes, which consist of seven and half hours of English classes each week free of charge from the College of Southern Nevada. The program focuses on relationship building, with a cohort of 20-25 families that remain in the program throughout the school year, helping to build community and networking.

Dr. Mathis introduced a parent and grandparent who participate in the program; they both shared the Family Learning Program has taught them new and exciting ways to work with her children and grandchildren. Weekly parent time has helped accomplish the goal to have more academic conversations with their children and grandchildren and helped them become advocates for their children's academic needs. The program has helped them to become more confident and secure in meeting the needs of their children.

Member Espinoza asked how parents are initially drawn into the program. Marina Cutler pointed at the recruitment push at all schools in early September, followed up by an orientation session letting the parent's know about the time commitment involved. Depending on the school site, some administrators have every teacher submit parent names, and they have found success in recruiting schoolwide through parking lot campaigns as well. Dr. Mathis explained they focus on forming strong relationships and working side by side with the schools. The Public Education Foundation can go the extra mile working on the outside while teachers are in the classroom doing their part.

Member Espinosa asked how the teachers are imbedded in the program. Dr. Mathis referred to the teacher exchange at the PEF: teachers have opportunity to get materials and supplies, including parent involvement materials. She stated it is really a school wide community effort, not only going to school campuses, but also reaching out to parents through community centers, churches, etc. Marina shared the majority of their workshops have teachers as guest presenters, speaking to what they are looking at in their classrooms, and how parents can get involved.

Member Espinoza inquired about the funding sources the schools use to bring the program to the schools? Marina stated PEF is a nonprofit organization that selects the schools, at no cost to the schools. Dr. Mathis shared they align themselves with Clark County SD and Downtown Achieves and as word has spread schools are calling to ask for the program.

Member Hoy asked if there any plans to expand the program elsewhere in the state. Dr. Mathis shared they are hoping to expand to northern Nevada, dependent on funding. Chair Suddeth inquired about site selection and the expansion capacity for the next school year. Dr. Mathis shared this year they are hoping to add four to seven schools and are currently looking at funding while focusing on what they are currently doing and making it effective. They will not expand until they actually see funding.

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Member Hoy asked if there is a vetting process the families go through to make sure they understand the time commitment. Marina shared the orientation really stresses the time commitment, and they have also broken down into modules and give a timeline of when each module happens. She shared there is a fair amount of attrition and PEF tracks why families are leaving the program. They typically find more of the families leave due to work schedule changes or moving, they don't have a lot of families that fall off the map otherwise.

Chair Suddeth inquired about the dual capacity framework, and how the program encourages and supports two way communications. Dr. Mathis shared how they go into the schools and have a conversation with parents to see what they need and want from the program. Marina referred to the designated site coordinator at each school who sees the families every week.

Chair Suddeth asked what the Council can do to assist the Family Learning Program in their work. Dr. Mathis shared the power of "we" is greater than the power of "me" and urged the Council to spread the word about the national family learning center and the great information it brings to communities

Agenda Item #5 – Nevada PEP Presentation:

Robin Kincaid, Educational Services Director shared information on Nevada PEP's new handout for professionals on family engagement ([Item 7a](#)).

Nevada PEP is a non-profit organization that provides free services to families with children with disabilities. They focus on educating and building skills with families based on each family's needs and building a support system to empower and strengthen families.

Robin shared information on Nevada PEP's handouts for Technical Assistance for Social and Emotional Intervention. Nevada is one of only five states in the nation that has this program, although there is almost no funding for it. The materials focus on different emotions and using positive ways to influence children's behavior.

The Parent Engagement handout emphasizes listening to families and focusing on building relationships, not just building programs. The program stresses the importance of having someone in the school that the parent can build a relationship with and highlighting the family's strengths, not focusing on their weaknesses. Allow them room to experiment with new practices that meet their needs.

Member Espinoza inquired about the plan to distribute the pamphlet to educators across the state. Robin indicated Nevada PEP has put in a request to share the information at the Family Engagement Summit as well as at community events, conferences and preschools. Member Espinoza also asked if the pamphlets are available on district or teacher professional development websites. Robin indicated Nevada PEP offers Nevada Registry credits in the Nevada Registry Ladder System for anyone that provides daycare or preschool services, where there is a requirement of 21 credits per year.

Member Espinoza referred to a lack of understanding on the best practices to address these issues. Robin agreed and noted Nevada PEP strives to provide free of charge training workshops focusing on strategies such as to combat bullying and helping families and educators understand special education requirements by law.

Member Hoy asked if Nevada PEP has you considered offering this set professional development to schools. Robin indicated they have done the trainings in the past, but the mission of the organization is to help parents, but she encouraged the Council to share the information with stakeholders. Nevada PEP is a statewide organization with offices in Las Vegas and Reno. Member Hoy referred to the fact that many teachers may not have updated their practices to reflect the changing culture of parent involvement in the schools and this document would be helpful to share.

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Member Corbett referred to the importance in recognizing the support systems available to parents and getting the information out there and stated this is a great opportunity to look at what professional development looks like for educators in collaborating with parents. Member West concurred and questioned how often does higher education make presentations specifically to special education students and their parents share the resources regarding the transition from high school to college.

Chair Suddeth asked what organizations do Nevada PEP collaborates with? Robin indicated the organization works with the Nevada Department of Education, the Department of Child and Family Services, Equity and Diversity, Clark School District FACES, the Vocational Rehab Council, which Robin is a member of, the Interagency Coordinating Council (ICC), Nevada Early Intervention, Early Childhood and the Early Childhood Advisory Council.

Chair Suddeth asked what the Council can do to assist Nevada PEP in their work. Robin shared she is concerned about the lack of professional development opportunities, and that there may not be enough information out there, especially for the veteran teachers. She would like to have Nevada PEP possibly be involved at teacher orientation to get family engagement information out there.

Agenda Item #6 – Approval of May Council Meeting Minutes:

The Council reviewed the minutes from May, 2016.

Motion: Member Hoy made a motion to approve the minutes as presented. Member West seconded the motion. **Motion carried unanimously.**

Agenda Item #7 – Nevada Department of Education and Office of Parental Involvement and Family Engagement Updates:

Cynthia Santos, NDE Education Programs Professional, Office of Parental Involvement and Family Engagement shared a link with Downtown Achieves Data Council members requested in May. The Summit Steering Committee has secured Steve Constantino as the Summit's Keynote speaker. Sixteen businesses, nonprofits and Institutions of Higher Education have signed up to be vendors. The deadline for the Request for Proposals to present a workshop has been extended to June 14. The Workshop Subcommittee will meet on Wednesday, June 15 to select presenters.

Agenda Item #8 – Advisory Council for Parental Involvement and Family Engagement Legislative Report:

Members reviewed a draft copy of the Council's report for the Legislative Committee on Education (LCE) pursuant to NRS 385.620 ([Item 8a](#)).

Motion: Member Hoy made a motion to approve the report as presented. Member West seconded the motion. **Motion carried unanimously.**

Cynthia will send the approved report to LCE.

Agenda Item #9 – Finalize PIFE Council 2016-2017 Meeting Schedule/Long-Range Planning:

Members reviewed:

- Proposed 2016-2017 meeting dates, suggested changes and will finalize at August Meeting ([Item 9a](#)).
- Budget Projections ([Item 9d](#)): The Council viewed a budget presentation detailing their 2015-2016 expenditures. The following details the Council's 2016-2017 budget priorities:
 1. October 14 In Person Council Meeting
 2. Sending a Council member to the 2017 National Family & Community Engagement Conference
 3. Spring In Person Council Meeting (to coincide with Legislature's Day on Education)

Agenda Item #10 – Public Comment #2:

No public comment in Las Vegas or Carson City.

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Agenda Items #11 – Adjournment: Meeting adjourned at 12:08 pm.